



# CJCC

## Newsletter

A quarterly publication to foster communications and promote coordination within the criminal justice system of Northwest Ohio

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## Maintaining Security and Visitor Dignity

by **James Telb, Ph.D, Sheriff of Lucas County** and  
**Rick Keller, Corrections Administrator, Lucas County Sheriff's Office**

It is the policy of the Lucas County Sheriff's Office to promote the contact of inmates with friends, family, and community representatives through the establishment of visitation procedures. The Lucas County Corrections Center (LCCC) provides contact and non-contact visitation between inmates and visitors.

The difficulties maintaining a secure and safe visitation program are numerous. The constant question facing Corrections professionals is how to treat citizens in a respectful decent manner, while preventing the introduction of contraband into the facility. The answers to these questions are not easy or simple. The overwhelming majority of visitors

visiting inmates in The Lucas County Corrections Center would never even consider passing contraband to the inmate they are visiting. How to prevent the minority from passing contraband is the problem.

"... how to treat citizens in a respectful decent manner, while preventing the introduction of contraband into the facility."

The first thing to be done is to limit the number of items a visitor is allowed to have

with them when visiting. Items such as smoking materials, lighters and metal objects are prohibited.

Visitors need to be checked through a metal detector, thereby eliminating additional items, which could cause difficulties if given to an inmate.

Visitors are then frisk searched by a Corrections Officer. The frisk search is very important, since it must be thorough, but also professionally conducted in a respectful manner. Corrections Officers must always be cognizant of the fact that the visitor is an innocent citizen, but potentially could be attempting to introduce contraband in the form of illegal drugs or dangerous weapons to the inmate they are visiting. Maintaining the

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*Rick Keller, Administrator, LCSO*

proper staff behavior requires proper training, supervision, and experience by the Corrections Officer conducting the search.

The frisk search of every inmate prior to transporting to visitation is also very important. Corrections Officers must never

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*Sheriff James Telb, Ph.D, LCSO*

(continued from cover)

become lax in properly frisking inmates.

Even after properly performing the pre-visitation duties, all visits must be strictly supervised. The isolated visitor that wishes to introduce contraband into the facility is often times extremely proficient.

At the conclusion of all visits, each inmate must be strip-searched. The efficient and thorough search of each inmate is never to be ignored. Given the fact that strip searching an inmate is not generally deemed the most pleasant of tasks for a Corrections Officer, supervisors must always be aware of the importance of staff members properly performing these duties.

Even after properly performing all duties, contraband is occasionally introduced into The Lucas County Corrections Center.

Visits are immediately terminated for the following reasons: inmate/visitor assault, verbal altercation between inmate and visitor, failure of either the inmate or visitor to follow the officer's instructions, passing of contraband between visitor and inmate, and any disruption that poses a threat to the security of the facility or prevents orderly visitation for other visitors/inmates.

If the visitor has committed a criminal offense under the Ohio Revised Code, he or she may be criminally charged for that offense.



Bob Mossing, Staff Planner

## Grants Update

by Ann Bowland, Grants Manager

The summer really moved fast at the CJCC. Staff visited local VAWA and Byrne projects and conducted on-site monitoring of previously funded and currently active projects. We really appreciate the time and assistance from all project representatives that helped us complete this task.

Funding recommendations for Lucas County Byrne projects were sent to the Ohio Office of Criminal Justice Services and are pending final review. Our local funding recommendations are combined with all other recommendations across the state

and the total plan is submitted to the OCJS Director and then Governor Taft for approval. While this statewide review process may take some extra time applicants should receive notice

**"... FY2002 Violence Against Women proposals are now available"**

If you haven't already heard, applications for FY2002 Violence Against Women proposals are now available. You can obtain application information at the OCJS web site at: [www.ocjs.state.oh.us](http://www.ocjs.state.oh.us) or by contacting CJCC staff. Pay close attention to the application instructions and summary of changes as you complete your application. Applicants in Lucas County should submit the application to the CJCC on or before Wednesday, November 6, 2002. Technical assistance is always available from CJCC staff.



Ann Bowland, Grants Manager

## What's New in Planning

by Bob Mossing, Staff Planner

My role as a staff planner at CJCC is to work with our member agencies to improve our delivery of service. CJCC is a government body with a mission to provide

collaborative services to the justice system. One of our jobs at CJCC is to

assist the various entities in working together as a team without diminishing the proper and necessary independence of any one of them.

New technology will drive system process improvement changes. As we plan for technological advances, I'm sure the refrain will be heard: "We can't

**"Planning is frequently not about things we can afford, its also about changes we need to make to improve our service delivery."**

afford it!" Before automobiles in 1915, typewriters in 1923, push button telephones in 1963, televisions in 1950, personal computers in 1980, and cell phones in 1990 were in wide spread use

one could hear the same resounding refrain "We can't afford to buy that thing!" Today, we can't afford to be without these things. Planning is frequently not about things we can afford, its also about changes we need to make to improve our service delivery.

I look forward to working with our member agencies to help advance the concepts of planning and be of assistance in the cycle of change for improvement of our product.

# What is the NDC?

by **NDC Staff**

The NDC (NORIS Data Center) is the hub of integrated criminal justice information dissemination and storage amongst a number of law enforcement and criminal justice agencies in Northwest Ohio.

Traditionally, automated information systems require a secure environment specifically designed to house computer equipment. The environment has controlled temperature (usually 69 degrees Fahrenheit), air filtration, conditioned power capability, and a fire safety system. When CJCC established an automated information system, the NORIS Data Center was born.

Services provided require 24x7 operation of the NDC computer room. The centralized facility, contains several database servers, more than half a dozen file servers, over 25 ancillary member servers and task specific computers, and a wall of

electronic networking equipment. The operators in the data center are

trained to handle problems at many levels

**"The operators in the data center are trained to handle problems at many levels including hardware, software and networking issues."**

including hardware, software and networking issues. Further, NORIS maintains a core group of on-call staff for more intricate problems.

As a co-location site many agencies of the CJCC and NORIS can

collectively house, share, maintain and operate a host of computers. This sharing of cost for the room and its multitude of special requirements allows a synergy resulting in higher levels of service and expertise than agencies could attain individually. The staff of the NDC is proud of what has been accomplished, but prouder still of what is to come. We anticipate increased integration of information and even higher levels of service as the CJCC guides its future.

If you would like to see the Data Center and how it works, we would be happy to provide a tour.



*NORIS Data Center*

## Housing Court Moves to Automation

by **Doug Kemp, NORIS Deputy Director**

NORIS announces Phase I of the project to computerize The Toledo Municipal Court Housing Court (TMCHC) has just been completed.

TMCHC and NORIS staff have worked together to implement a system which provides computerized case management, associated document and picture storage and retrieval, calendar management and statistical and managerial reporting.

The Housing Court System was developed using commercially available software components. The

base of the system is Prolaw, a commercially purchased software package. Prolaw allows TMCHC staff to enter and update case information

**"...TMCHC and NORIS staff have worked together to implement a system..."**

and store documents and pictures associated with a case. Prolaw works with MS Outlook to provide on-line calendar management for individual staff members, as well as an overview calendar for the entire Housing Court. A variety of initial management

reports have been developed using Crystal Reports.

Phase II of the project will eliminate dual entry of housing case information by using data from the

TMC Clerk's Office system. The process for assignment of census tract and other

related information will be automated for more efficient data entry. Phase III will provide access to the housing database while in the field. The system will also provide Geographic Information System (GIS) mapping. We are certain this effort will improve housing court investigation efficiency.



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## Executive Director's Desk

*I hope you take the time to read this entire edition. From timely information provided by our Grants Manager to innovative ideas and technical assistance from our staff planner, the message is quite clear . . . The CJCC is here to serve the criminal justice community of Northwest Ohio. Our technology component [NORIS] is continuing to raise the bar relative to information technology. The article on automation within the “Housing Court” is but a small example of our unique approach to problem resolution through information technology.*

*The staff of the Criminal Justice Coordinating Council will continue to work diligently toward our primary mission of promoting better coordination and cooperation between all components of the criminal justice system. The articles contained in this third edition of your newsletter are evidence of our dedication to this effort.*

*Join us in our effort . . .if you would like to contribute an article of interest or present an issue that impacts criminal justice efforts in NW Ohio, please contact Barbara Huy at the CJCC either by telephone (419) 244-5819 or email [barbara.huy@NORIS.org](mailto:barbara.huy@NORIS.org)*



Nathanael Ford, Executive Director